

TENNESSEE ARCHIVISTS NEWSLETTER

FALL, 1989

TENNESSEE ARCHIVISTS FALL MEETING NOVEMBER 16-17, 1989

The fall meeting of the Tennessee Archivists will be November 16th and 17th, at the Tennessee State Library and Archives. Paul Conway, Preservation Programs Officer for the Society of American Archivists, will present results of a recent survey documenting preservation activities in Tennessee and across the country. Richard Cameron with the National Historical Publications and Records Commission will also speak with the group.

Other featured speakers will be Barbara Stagg, Historic Rugby, and Jimmy Neil Smith, National Association for the Preservation and Perpetuation of Storytelling, with updates on their respective programs. Jim Summerville, Executive Director of the Tennessee Historical Society, will give us an up-date on the plans for the state bicentennial celebration.

Greg Poole of TSL&A, and Suzanne McCampbell, TSL&A volunteer, will discuss two recent acquisitions. The directors of TSL&A will also give a brief description of the inter-workings of the state library and archives.

The meeting will continue on Thursday evening at the Hermitage Hotel with guest speaker Michael Birdwell, Upper Cumberland Institute, Tennessee Tech University, on the subject of Tennessee hero Sgt. Alvin York.

The meeting registration information will be mailed during the first week of October. For further information, contact Connie Burkhalter, Tennessee State Library and Archives, 403 Seventh Avenue, North, Nashville, Tennessee (615-741-2997).

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COUNTY RECORDS WORKSHOP TO PRECEDE FALL MEETING

When you come to Nashville for the fall meeting of the Tennessee Archivists, arrive early enough to attend a workshop on loose county records at the Tennessee State Library and Archives. It will begin at 1:00 p.m. on Wednesday, November 15, and conclude at 11:30, Thursday, November 16, just prior to registration for the meeting. No additional fee for the workshop will be charged.

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-County Records Workshop (continued)-

Loose county records--such as court cases, deeds, wills, and marriages--date from 1780's in some counties and are a vital source of local history and genealogy throughout Tennessee. For the past three years, the State Library and Archives has worked with volunteers in about twenty-five county projects to prepare these records for our microfilming program. At the workshop, project representatives will discuss techniques of cleaning, arranging, and indexing loose records and describe their efforts to recruit volunteers, generate publicity, and obtain support from county governments. Additional speakers will include Carol Roberts, conservation expert for the State Library and Archives, Holly Henthorne of its micrographisc department, and Tom Turley, Local Records Coordinator. Our State Librarian and Archivist, Dr. Edwin Gleaves, will open the workshop with a presentation on computer applications for libraries and archives.

Those of you with an interest in local records or genealogy should plan to attend this workshop, but it will also provide useful information for anyone who handles old documents, works with volunteers, or must solicit administrative support for archival or historical projects.

For more information, contact Tom Turley at the Tennessee State Library and Archives, 403 7th Avenue North, Nashville, Tennessee 37219; telephone (615) 741-2561

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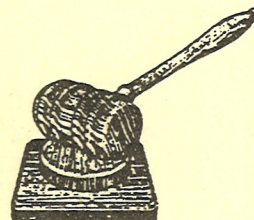
NOTICE REGARDING VOTE FOR CONSTITUTIONAL REVISION

During the annual business meeting on November 17, 1989, at the Tennessee State Library & Archives, Tennessee Archivists will vote on whether or not to revise the constitution to increase annual dues for regular members to \$10.00 yearly. Dues will remain the same for associate and institutional members. All members present at the meeting will be eligible to vote.

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FROM THE PRESIDENT:

Hello everyone. In some ways it hardly seems possible that it is time for me to bid you farewell as president of Tennessee Archivists. On the other hand, it has been an eventful eighteen months, and I feel ready to pass the reponsibility of leadership to Norma Thomas' capable hands. I have enjoyed very much serving as your president, and I thank all of you for the trust you have placed in me. It was a wonderful learning experience, and it was good to get to know so many of you.



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-From the President (continued)-

There are many people whom I must thank for their good work in support of our organization's goals. I especially would like to thank the executive committee: Past President Sally Ripatti, Vice-President Norma Thomas, Treasurer David McWhirter, Secretary Mary Teloh, and Newsletter Editor Bill Sumners for their support and for the work they have done, not only in the specific tasks associated with their offices but in planning meetings and in helping to determine the path Tennessee Archivists should take. Of course, much of the work of the organization is done by committees, of which we now have several. They are vital to the success of any organization, and our committees have been especially enthusiastic and conscientious. Please read the separate note in this newsletter for more specific acknowledgement of committee members.

Our fall meeting promises to be a good one. Connie Burkhalter and the staff of the Tennessee State Library and Archives have put together a varied and interesting program, so be sure to make your plans to attend. Elections will be held at the annual fall business meeting. The Nominating Committee has presented an excellent slate of officers for 1989-90, and nominations are also welcome from the floor. For more information see the report of the 1989 Nominating Committee in this issue.

Also in this issue, please pay special attention to the notice of plans to vote at our fall meeting on whether we should revise the constitution to increase the dues for regular members to ten dollars yearly. The rationale behind the idea to raise dues is that this will allow us to undertake more ambitious programs which will better serve the archival profession. It might also be wise to note that our President and Vice-President will require financial support to represent us in the Southern Archivists Conference. This is a fairly new expense which has not yet really made an impact on our budget. Please give the dues issue serious thought before you attend the fall meeting.

When I made plans to visit all of you during my term as president I did not realize there were so many of you. To date, I have been to over 30 repositories, but have several more to visit. If you have been wondering why I haven't gotten around to you, rest assured that I am on my way. I hope to be finished with the on-site visits by the end of 1989, and will then begin compiling the data collected on my travels.

I believe that Tennessee Archivists have become a vital and effective organization since our establishment over eleven years ago. We have many solid accomplishments to look back upon with pride, and I know that we can look forward to great things in the future. I wish all of you well.

Sara Harwell

Sara Harwell, President
Tennessee Archivists

TENNESSEE ARCHIVISTS COMMITTEES

Our committees perform much of the work of Tennessee Archivists. During the past eighteen months they have explored such varies topics as how to expand our membership and how to better answer the preservation needs of archivists across the state. Some committees have finished their mission; others have just begun. They all deserve our appreciation for their commitment to serving not only Tennessee Archivists but the archival profession. They are as follows:

Membership Committee:

Juli Stewart, University of Tennessee-Knoxville, chair
 Jane Alderfer, Oak Ridge Children's Museum
 Connie Burkhalter, Tennessee State Library & Archives
 David McWhirter, Disciples of Christ Historical Society
 Clyde Root, Lee College

Education Committee:

Norma Thomas, Archives of Appalachia, chair
 Mancil Johnson, Tennessee Technological University
 Tom Turley, Tennessee State Library & Archives
 Jane Williamson, Cumberland Presbyterian Historical Foundation

Preservation Committee:

Marice Wolfe, Vanderbilt University, chair
 Steve Cotham, McClung Historical Collection
 Carol Roberts, Tennessee State Library & Archives

Awards Committee:

John Thweatt, Tennessee State Library & Archives, chair
 Sally Ripatti, McClung Historical Collection
 Jean Waggener, Blue Grass Regional Library Center

Nominatiing Committee:

Marvin Downing, University of Tennessee-Martin, chair
 Ann Alley, Tennessee State Library & Archives
 Marie Tedesco, Archives of Appalachia

Public Relations Committee:

Connie Burkhalter, Tennessee State Library & Archives, chair
 Michele Fagan, Memphis State University
 Ken Fieth, Tennessee State Library & Archives
 Mancil Johnson, Tennessee Technological University
 Sally Ripatti, McClung Historical Collection

Ad Hoc Committee to Draft Resolution in Support of the MetroNashville Archives:

Sara Harwell, Vanderbilt University, chair
 Edwin Gleaves, Tennessee State Library & Archives
 Jean Waggener, Blue Grass Regional Library Center

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SAA MEETS IN ST. LOUIS, OCTOBER 25-29th

The Society of American Archivists will hold their annual meeting in St. Louis, Missouri on October 25-29, 1989 at the Clarion Hotel. For registration information contact: Georgeann Palmer, Society of American Archivists, 600 S. Federal, Suite 504, Chicago, IL 60605, (312) 933-0140.

TENNESSEE ARCHIVISTS NOMINATING COMMITTEE REPORT

The Nominating Committee has submitted the following slate of officers for 1989-90:

James Lloyd (University of Tennessee-Knoxville) - Vice-President/President-Elect

David McWhirter (Disciples of Christ Historical Society) - Treasurer

Doris Martinson (Knox County Archived) - Secretary

Norma Thomas (Archives of Appalachia) - 1988-89 Vice-President will assume the office of President at the time of the election.

Nominations will also be accepted from the floor.

1989-90 Nominating Committee

Marvin Downing, University of Tennessee-Martin, chair
Ann Alley, Tennessee State Library & Archives
Marie Tedesco, Archives of Appalachia

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JOB OPENINGS

Historian/ Archivist. Historic Rugby, a British-founded historic site in rural East Tennessee, seeks experienced historian/archivist to organize and catalog archival collection and prepare and publish guide to archives. After 10-month NHPRC funded grant period, position expected to continue with responsibilities to include archival administration and ongoing collecting; research, writing and publication; and participation in design and implementation of new educational programs. MLS or MA in history with archival course work; minimum one-two years experience with archival materials., Demonstrated research and writing ability. Background in Victorian studies/sites preferred. Position begins November 1. Salary and benefits for 10-month grant period, \$16,100.00, housing furnished. Apply in writing with resume and supporting materials to Historic Rugby, P. O. Box 8, Rugby, Tn. 37733. EOE

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CERTIFICATION UPDATE

The Interim Board for Certification met on Saturday, June 24, to review activities of the winter and spring related to the petition procedure, examination development, the handbook for candidates planning to take the examination, and the transition from SAA's management of the certification program to the organization of the Academy of Certified Archivists. It was decided to appoint a subcommittee to review the examination procedures, and Jane Kenamore and Ken Duckett have agreed to join Bert Rhoads of the Board to undertake this important task.

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-Certification Update (continued)-

A team of archivists who have successfully petitioned for certification and paid their fees will be appointed to serve with Paul Chestnut to plan for the transition to the Academy. They will try to identify issues that the Academy must consider to become fully operative, and to delineate the financial and administrative matters of mutual interest to both SAA and the Academy. This transition team will also serve as a nominating committee to develop a slate of candidates for office in the new Academy.

Reports of this meeting indicated that projections for the number of petitions received and expected were on target. More recent information, however, has proved these projections to be somewhat inaccurate. It now appears that the number of petitions submitted will exceed the initial expectations. As of August 11, nearly 270 petitions have been received, of which about 150 have been approved and 130 paid in full.

It is thus assured that the plateau of 260 successful petitions identified by Council as the breakeven point for repayment to SAA will be reached. The greatly increased number of petitions submitted in late summer will provide a broader basis of support for the Academy than had been expected, though an unfortunate side effect will be that candidates submitting petitions during this final rush may have to wait longer for the results of the review process.

Those considering whether or not to take the examination can still get copies of the candidate handbook from the SAA office. Matters related to eligibility, the type of questions, procedures for applying to take the exam, and other relevant concerns are addressed in this guide.

Certified archivists planning to attend the Academy's organizational meeting in St. Louis may want to consider what they hope the Academy will do at that meeting and in the future. Issues sure to arise include the structure of a recertification program, should recommendations to implement one be accepted; possible changes in the current proposals for the educational requirements to take the examination; and administrative, financial, and legal arrangements between SAA and the Academy.

Since the Interim Board will expire with organization of the Academy, it will cease to function as a group after their obligations are met in St. Louis. Certification as an issue and as a program now belongs to the members of the Academy.

Adapted from Paul Chestnut's article in SAA Newsletter, Sept., 1989.

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UNIVERSITY OF TENNESSEE MARTIN NEWS

The University of Tennessee at Martin has received a legislative appropriation to employ an architect for an addition to the UT Martin Paul Meek Library. If construction funding is approved in 1990-91, construction should begin the later part of 1990 or the early part of 1991 with completion anticipated in late 1992 or early 1993. With the gift of Congressman Ed Jones's papers, the need for an addition became even more urgent. The addition will also house the UT Martin Archives.

SAA PUBLISHES ASSESSMENT AND PLANNING WORKBOOK

The Society of American Archivists, with assistance from the National Historical Publications and Records Commission, has published a workbook to help archivists evaluate their repository in seven easy-to-follow steps.

Archives Assessment and Planning Workbook is divided into ten sections covering the fundamental areas of archival work, including legal and governing authority, finances, staff, holdings, and physical facilities, as well as preservation, processing, access, and outreach activities. Each section presents an archival administrative principle and provides a checklist of possible programmatic activities with a worksheet for noting areas in need of improvement. The workbook is supplemented by statistical information on archival repositories in the United States, enabling an archival administrator to compare resources to those of similar type and size.

Edited by Paul H. McCarthy of the University of Alaska, the Archives Assessment and Planning Workbook will be especially valuable to an archivist in a small or medium-sized repository who wants to assess its resources, responsibilities, and activities. It is a "thinking" workbook. There are no right or wrong answers. The exercises are designed to help an archival administrator organize information about his or her repository, systematically evaluate it, and develop plans to improve its program.

The Archives Assessment and Planning Workbook is 86 pages in an 8-1/2 x 11 soft-cover format. The workbook is available to SAA members for \$19.00, and to nonmembers for \$24.00. Quantity discounts are available.

The Archives Assessment and Planning Workbook may be ordered directly from the Society of American Archivists, 600 S. Federal Street, Suite 504, Chicago, Illinois 60605 (312) 922-0140.

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TENNESSEE ARCHIVISTS DIRECTORY

This issue of the Tennessee Archivists Newsletter was to have included an up to date membership directory. The response was so poor that I thought it best to give you another chance to include the correct information. Please complete the form and return it to the editor. Be sure to include your telephone number (work number).

Name _____ Position _____

Address _____

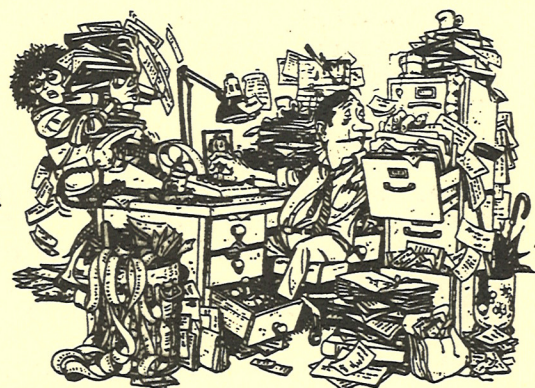
Institution _____

Telephone number _____

TENNESSEE ARCHIVISTS NEWSLETTER

The newsletter is an occasional publication of the Tennessee Archivists. Members of the Society and other interested persons are encouraged to submit brief articles, information on acquisitions, openings, publications, staff news, exhibits, special programs, and grant projects for inclusion in the newsletter.

This is my last issue as newsletter editor. Information on the new editor will be announced at the fall meeting. If you have information for the newsletter you may sent it to me and I will forward it to the new editor. I have appreciated the opportunity to serve the society as newsletter editor and hopefully have helped Tennessee Archivists in some way. Thanks for your encouragement and kind words.



Bill Sumners, Editor
Tennessee Archivists Newsletter

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